

LangfordRae

— PROPERTY AGENTS —



LangfordRae

Services for
Landlords

1 Service levels available to landlords

You'll find that honesty and clarity form the cornerstone of all your dealings with LangfordRae Property Agents. Our all-inclusive fee structure is simple to understand and we guarantee that there are no 'hidden costs'.

We make it our business to always tell you the truth. We only use trusted, independent contractors to carry out work on our landlords' properties. We do, however, benefit from goodwill and preferential rates which are directly passed on, in full, to our landlords.

Let Only service

Our Let Only service is a great introductory package for landlords who are experienced with the management, rent collection and maintenance of their property. We offer a competitive rate of 9.6% (including VAT) commission payable on the commencement of the tenancy.

Let & Rent Collection service

Our Let & Rent Collection service is ideal for those equipped to deal with maintenance issues should they arise but do not want the hassle of rent related matters. Commission at 12% (including VAT) is payable monthly from the rent collected, allowing no initial outlay by the landlord (outside of regular set up costs).

Full Management service

Our most comprehensive service is great for those new to the property market, managing multiple properties or looking for minimal stress and involvement with the property management. 14.4% (including VAT) commission is payable monthly from the rent collected and the level of communication you desire relating to the property can be agreed at commencement.

	Let Only	Let & Rent Collection	Full Management
Free Market Appraisal	✓	✓	✓
Pre-Letting Advice	✓	✓	✓
Photographs	✓	✓	✓
Arrange Energy Performance Certificate (EPC)*	✓	✓	✓
Preparation of Particulars	✓	✓	✓
Advertising & Marketing	✓	✓	✓
Accompanied Viewings	✓	✓	✓
Negotiate with Prospective Tenants	✓	✓	✓
Obtain Tenant References	✓	✓	✓
Prepare Tenancy Agreement	✓	✓	✓
Collect Tenant Deposit	✓	✓	✓
Submit Deposit to Deposit Protection Service			✓
Arrange Gas Safety Inspection *			✓
Arrange Electrical Safety Inspection *			✓
Arrange Detailed Inventory and Check In *			✓
Transfer Utilities			✓
Rent Collection		✓	✓
Prompt forwarding of Net Rent		✓	✓
Monthly Statements		✓	✓
24hr Emergency Maintenance			✓
Arrange Regular Property Inspections			✓
Arrange Check-Out Inspection *			✓
Deposit Release Negotiation			✓
Arrange Legal Eviction Cover *			✓
Arrange Rent Guarantee Cover *			✓
Annual Appraisal	✓	✓	✓

* Additional charges apply, see over

2 Additional services available to landlords, if required

Deposit registration fee

(Only applies to Let Only and Let & Rent Collection services)

Security deposits must be protected by an approved scheme. We will automatically register the security deposit with the DPS at a cost of £36.00 UNLESS you advise us that you will be making your own arrangements and provide us with confirmation of the scheme you use. We will not release deposit funds to you until we have received evidence of this.

- Register landlord and tenant details and protect the security deposit with the DPS
- Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of receipt of the deposit.

£36

Energy Performance Certificate (EPC)

In order to comply with the law and if required, we will arrange the completion of an Energy Performance Certificate by a qualified Domestic Energy Assessor UNLESS you advise us that you will be making your own arrangements and provide us with copy of the certificate on instruction of services.

£96

Landlords' Gas Safety Inspection

In order to comply with the law, we shall arrange, at your expense, for a qualified Gas Safe engineer to carry out the required inspection and provide a certificate UNLESS you advise us that you will be making your own arrangements and provide us with copy of the certificate prior to any tenancy taking occupation.

A formal quote will be provided before commencement of work

from
£96

Electrical Safety Inspection

We can arrange for a qualified electrician to complete a safety inspection of your property.

A formal quote will be provided before commencement of work.

from
£120-
per
report

Additional Property Visits

To attend for specific requests such as neighbour disputes; more visits are required to monitor the tenancy; or any maintenance-linked visit. These are separate to the inspections included in our Full Management service.

£60
per
visit

Submission of non-resident landlord's receipts to HMRC

To remit and balance the financial return to HMRC quarterly – and respond to any specific query relating to the return from the landlord or HMRC.

£36
per
quarterly
submission

Arrangement fee for works over £400

- Arranging access and assessing costs with contractor
- Ensuring work has been carried out in accordance with the specification of works
- Retaining any warranty or guarantee as a result of any works.

10%
of
net
cost

Obtaining more than two contractors' quotes

£36
per
quote

2 Additional services available to landlords / cont...

Renewal fee

(Only applies to Let Only and Let & Rent Collection service)

- Review rent in accordance with current prevailing market condition and advise the landlord
- Negotiate with tenant
- Direct tenant to make payment change as appropriate
- Update the tenancy agreement
- Serve the correct Notice if tenancy is on a rolling monthly basis.

3.6%
incl. VAT

Inventory & Schedule of Condition at Check In or Check Out

Dependent on the number of bedrooms and/or size of the property and outbuildings:

- Agree with tenant a check in inspection at commencement of tenancy
- Agree with tenant a check out inspection at the end of the tenancy
- Instruct inventory provider to attend both inspections
- Negotiate with landlord and tenant any disbursement of the security deposit
- Return deposit as agreed with landlord and tenant to relevant parties.

from
£180

Rent protection and legal eviction cover

- 100% of the monthly rent paid for up to a maximum of six months from the date of the first arrears
- Legal expenses up to £50,000 to cover eviction costs if the tenant is in breach of their tenancy agreement
- 50% of the rent paid for up to two months after vacant possession has been obtained, whilst new tenants are found

To
Be
Quoted

If you have any questions regarding our fees or services, please don't hesitate to call and speak to one of our lettings experts on 01689 862770.

WHERE APPLICABLE, ALL PRICES ARE INCLUSIVE OF VAT AT THE PREVAILING RATE.

At LangfordRae we value you as a client and wish to retain your business for many years to come.

We are highly trained, regulated, and experts in all aspects of residential property letting.

Services

- Expert rental valuations
- Property marketing
- Accompanied viewings
- Tenant vetting
- Assured shorthold tenancy agreements
- Deposit collection and protection
- Inventory & inspections
- Check-in / check-out
- Rent collection
- Maintenance and management

We are fully accredited and members of the following professional bodies:



LangfordRae

— PROPERTY AGENTS —




LR

CHELSEFIELD — *Sales & Lettings*

Office 49 Windsor Drive, Chelsfield, Kent BR6 6EY
Tel 01689 862770
Email chelsfield@langford-rae.co.uk

LR

ONLINE

 langford-rae.co.uk
 [langfordrae](https://twitter.com/langfordrae)
 [langfordraeagents](https://www.facebook.com/langfordraeagents)
 [langfordraepropertyagents](https://www.instagram.com/langfordraepropertyagents)